

| CLASSIFICATION NUMBER LIST |               |                  |   |                     |
|----------------------------|---------------|------------------|---|---------------------|
| GENERAL SUBJECT            |               |                  |   | NUMBER              |
| CLASSIFICATION NUMBER      | SERIAL NUMBER | DATE OF ISSUANCE | SUBJECT   | DATE DISTRIBUTED    |
| 20-17-27                   | 8-76          | 20 Aug 76        | Office of Personnel Clerical Vacancy Notice System  | Resubmitted<br>25X1 |
| 20-17-28                   | 9-76          | 19 Aug 76        | Announcements of Anticipated Vacancies in the MP Career Subgroup                            |                     |
| 20-60-11                   | 10-76         | 30 Sep 76        | Procedure for Requesting Official Personnel Folders and Leave Records from Federal Agencies |                     |
| 20-60-12                   | 11-76         | 30 Sep 76        | Verification of Agency Employment   |                     |
| 20-30-6                    | 12-76         | 18 Nov 76        | Administration of Three-Year Leave without Pay  |                     |
| 20-12-17                   | 14-76         | 27 Oct 76        | Pre-Employment Processing & Allowable Items of Expense for Invitee Travel                   |                     |
| 20-12-18                   | 15-76         | 27 Oct 76        | Travel and Transportation Expenses for Appointees   |                     |
| 20-26-4 (Rev)              | 16-76         | 29 Oct 76        | Exit Processing for Separation or Extended Leave  |                     |
| 20-46-2 (Rev)              | 17-76         | 2 Nov 76         | Residence and Dependency Report. Form 61  |                     |
| 20-51-5 (rev)              | 18-76         | 5 Jan 77         | Initial Processing of Contract Type I Personnel for Hqs.                                    |                     |
| 20-30-2 (Rev)              | 19-76         | 21 Dec 76        | Processing Requests for LWOP  |                     |
| 20-31-40                   | 20-76         | 17 Dec 76        | Pay Administration for Prevailing Rate Employees  |                     |

| Serial # | Class. # | Date of Issue | Subject  | Rescinded by |
|----------|----------|---------------|--|--------------|
| 1-75     | 20-60-10 | 4 Feb 75      | Processing of Requests for Information under the Freedom of Information Act and Executive Order 11652    |              |
| 1-75     | 20-11-3  | 8 Apr 75      | Implementation of Single Ceiling Position Control on Agency Staffing Complements                         |              |
| 2-75     | 5-4-2    | 7 May 75      | Rescission of OPM 20-12-14, Appointments   |              |
| 3-75     | 20-2-5   | 30 Jun 75     | Guidelines for Implementation of Single Ceiling Count  |              |
| 4-75     | 20-61-7  | 16 Jul 75     | Counseling   |              |
| 5-75     | 20-61-8  | 16 Jul 75     | OP Affirmative Action Plan for Equal Employment Opportunity  |              |
| 6-75     | 20-7-1   | 6 Aug 75      | Employee Grievances  |              |
| 7-75     | 20-2-6   | 3 Oct 75      | Trial Period Requirement for Staff Personnel   |              |
| 8-75     | 20-3-21  | 1 Dec 75      | Policies & Procedures for the Management of Clerical Careerists - Personnel Career Sub-Group             |              |
| 9-75     | 20-31-36 | 11 Nov 75     | Special Pay Rates for Certain Positions  |              |
| 10-75    | 10-23-5  | 17 Nov 75     | Classification of Official Information and Material  |              |
| 11-75    | 1-14-22  | 11 Feb 76     | Organization of the Office of Personnel  |              |
| 12-75    | 20-31-35 | 11 Dec 75     | Procedure for Processing QSI Recommendations for Staff and Contract Personnel                            |              |
| 1-76     | 20-50-5  | 20 Feb 76     | Disability Retirement-Supporting Documentation of Employee's Duties                                      |              |
| 2-76     | 20-31-37 | 6 May 76      | Pay Rates for Initial Hire of Certain Contract Employees   |              |
| 3-76     | 20-20-1  | 20 Feb 76     | Fitness Reports  | 20-20-2      |
| 4-76     | 70-1-6   | 22 Mar 76     | Use of CIA Letterhead Stationery   |              |
| 5-76     | 20-20-2  | 15 Jun 76     | Performance Evaluation - Fitness Reports   |              |
| 6-76     | 20-31-38 | 21 Jun 76     | Within Grade Increase (WGI) Waiting Periods for Prevailing Rate Employees Moving to the General Schedule |              |
| 7-76     | 20-31-39 | 10 Aug 76     | Pay Adjustments for General Schedule Supervisors of Prevailing Rate Employees                            |              |